

# Retention and Classification Report

**Agency:** Iron County (Utah). County Commission (1475)

Iron County Courthouse  
68 South 100 East  
Parowan, UT 84761

**Records Officer** Leslie Bishop

21876	Claims
83747	Minutes
25221	Publications

**AGENCY:** Iron County (Utah). County Commission

**SERIES:** 21876

3

**TITLE:** Claims

**DATES:** 1852-1859

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

Claims presented to the County Court.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently after microfilming.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

Historical Legal

Disposition based on research value of these claims to the County Court going back to 1852.

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Iron County (Utah). County Commission

**SERIES:** 83747

4

**TITLE:** Minutes

**DATES:** 1851-

**ARRANGEMENT:** Chronological by date of meeting.

**DESCRIPTION:**

These minute books record the actions of the county commission, the governing body of the county. The commission (known during the territorial period as the county court) was authorized to manage all county business and property. This includes budgeting, equipment purchasing, and auditing; use of county lands; districting for schools, roads, voting, drainage, etc.; taxing, specifically acting as an ex-officio board of equalization; business licensing; arranging for the construction of roads, public buildings, etc.; supervising the conduct and payment of all county personnel; providing for basic health care, public safety, and care of the indigent; canvassing election returns and appointing certain officials; and incorporating municipalities.

**RETENTION:**

Retain Archives custody.

**DISPOSITION:**

Transfer to the State Archives with authority to weed.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**APPROVED:** 03/1989

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

**AGENCY:** Iron County (Utah). County Commission

**SERIES:** 83747

**TITLE:** Minutes

(continued)

**APPRAISAL:**

Administrative Fiscal Historical Legal

This disposition is based on the value of the series as the legal record for the county, probably the best single source of historical information on official activities (building, bonding, employees, voting, licensing, taxing, zoning, etc.)

**PRIMARY CLASSIFICATION:**

Public

**AGENCY:** Iron County (Utah). County Commission

**SERIES:** 25221

3

**TITLE:** Publications

**DATES:** 1957-

**ARRANGEMENT:** Chronological by year.

**DESCRIPTION:**

These are pamphlets, leaflets, studies, proposals and similar material printed by or for Iron County or any of its departments, subdivisions or programs, and made available to the public, or the last manuscript report if not published. Holdings include "Watershed Work Plan Green's Lake Watershed" (1957) and "Comprehensive Water and Sewer Plan for Iron County, Utah" (1968).

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule CNT 1, Item 22.

**AUTHORIZED:** 04/06/2009

**FORMAT MANAGEMENT:**

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in State Archives permanently with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

**APPRAISAL:**

Administrative Historical

These records serve to document the history of the agency and to inform the public of the agency's services and programs.

**AGENCY:** Iron County (Utah). County Commission

**SERIES:** 25221

**TITLE:** Publications

(continued)

**PRIMARY CLASSIFICATION:**

Public